

Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. Alpha Eta Chapter Constitution

Article I. Name

This organization shall be known as Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. (henceforth, the Sorority).

Article II. Preamble

We, the Hermanas of Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. do ordain and establish this Sorority, with pride, as women, in order to preserve and perpetuate our beloved heritage.

We have formed this impenetrable bond of sisterhood in concurrence with our values and beliefs. Under the common bond of sisterhood, we shall exhibit the courage and respect we have established for each other in love, caring and support for our ideals.

Throughout the existence of Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. we will aspire with dedication and pride, as women, to support those with similar dreams and goals, not limiting this focus to those members of our organization.

Article III. Membership

All Sorority members must abide by the membership criteria outlined in Article IV of the Sorority bylaws.

Article IV. Executive Board

The executive and administrative powers of the Sorority shall be vested in the Executive Board as outlined in Article V of the Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. bylaws. The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, Dean of Intake, Dean of Academics, Community Outreach Chair, and Public Relations Chair.

Article V. Elections

The Executive Board shall be elected to a one-year term at the end of the spring semester and abide by the criteria outlined in Article VII of the Sorority bylaws.

Article VI. Voting

Each member of the Executive Board and the chapter will have one vote.

Article VII. Membership Education

The membership education process will follow the rules and regulations of the university/college administration, state laws, and the *Official Membership Intake Manual*.

Article VIII. Amendments

Two-thirds majority of the chapters may amend this constitution at the National Convention meeting. Proposed changes to the constitution must be submitted to the National Board no less than thirty days before a National Convention.

Article IX. Parliamentary Procedure

Business meetings shall run in accordance to Robert's Rules of Order. When conflict arises between the Sorority Constitution and Robert's Rules of Order, the Sorority Constitution supersedes Robert's Rules of Order.

Article X. Governing Laws

The Sorority shall be governed by its Constitution, By-laws and Robert's Rules of Order.

BYLAWS

Article I. Name

The name of this organization shall be the Alpha Eta Chapter of Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. at Indiana University - Bloomington.

Article II. Purpose and Policy

The purpose of this organization is to unite members of the Indiana University and Bloomington community in the spirit of Sincerity, Loyalty and Unity for the purpose of promoting and enriching the Latino community.

Article III. Meetings

Meetings shall also be held weekly at a time and place determined by the members of the Executive Board. Attendance at these meetings is required of all members of the chapter. The purpose of these meetings is to conduct business of general interest to the chapter.

Article IV. Membership

1. It will be the obligation and responsibility of each Hermana to abide by all Sorority guidelines, official documents and policies.
2. No individual will be denied membership on the basis of ethnicity, religion, age, race, disability, handicap, marital status or sexual orientation.
3. All Sorority members must submit a university/college official transcript to her chapter president at the beginning of each academic semester.
4. All Sorority members must complete 4 community service projects per semester.
5. All Sorority members are required to pay semesterly dues to the National Board on February 15th and September 15th.

Article V. Executive Board Officers

Officers shall be elected during the 2nd week of April. Officers elected at this time shall officially assume their offices at the conclusion of that Spring Quarter, and their terms shall end the following year at the same time.

All Officers reserve the privilege to appoint subcommittees to handle business pertaining to their office but under no circumstance shall any such subcommittee replace an Officers duties or conduct business without the oversight of that Officer.

Section I. President

The President is responsible for maintaining, directing and motivating the tone and overall progress of the chapter. Specifically, it is the Presidents responsibility to:

- a) oversee the general operations and transactions of the Sorority;
- b) maintain contact with the National Board and relay information between it and the chapter;
- c) represent the Chapter and its members at the campus, local, and national level as needed;
- d) communicate with and update University Administrators about the events of SLU;
- e) draw up agendas for and lead board meetings;
- f) call to order and adjourn board meetings;
- g) ensure that the Chapter remains reasonably active during interim periods;
- h) delegate tasks to other officers and active members of the Sorority;
- i) conduct elections and votes on general business with the assistance of the Secretary;

- j) break ties in votes concerning general business;
- k) ensure that transitions in leadership from year to year take place smoothly;
- l) use her discretion to resolve conflicts/disputes involving Sorority business or its members; and
- m) serve as the contact person of the Chapter on campus.

Section II. Vice President

The Vice President shall:

- a) keep track of active members service hours relative to the requirement as set forth in the Constitution and Official Membership Intake Manual;
- b) assist the Dean of Intake in building membership in the chapter;
- c) set forth a program aimed at retaining membership in the chapter;
- d) keep a record of service project forms;
- e) ensure that all dues and membership records are submitted to the National Board before the February/September 15th deadline; and
- f) assist the President in his/her absence or as deemed necessary by the President or Executive Board.

Section III. Secretary

The Secretary is responsible for recording and organizing all information pertinent to the Sorority. She shall:

- a) take minutes at meetings and distribute them promptly (e.g., hard copy or email);
- b) take attendance of actives and pledges at all Board meetings;
- c) maintain and update active and pledge membership list; and
- d) assist the President with votes on general business.

Section IV. Treasurer

The Treasurer shall:

- a) write a budget suited to the goals of SLU;
- b) submit this budget to the Executive Board with sufficient time for discussion and approval.
- c) maintain a budget and record all credits and debits;
- d) be responsible for managing money, i.e. reimbursing members who have used their own money for SLU expenditures; and
- f) organize and/or coordinate SLU fund-raisers.

Section V. Dean of Intake

The Dean of Intake is responsible for assisting, informing, and integrating new members into active membership throughout the membership intake processes that take place during a given year. As part of this, she must:

- a) ensure that pledges become thoroughly familiar with the principles, ideals, and heritage of Sigma Lambda Upsilon both at the National and Chapter levels;
- b) monitor completion of new member requirements;
- c) promote new member unity, as well as integration of new members into the Chapter; and
- d) supervise intake and initiation rituals

Section VI. Dean of Academics

The Dean of Academics is responsible for monitoring the academic performance of the pledge class. As part of this, she must:

- a) monitor class schedules and study hours
- b) ensures that the academic performance of the pledge class does not fall below an acceptable level during the pledge period, and
- c) assists the Dean of Intake whenever necessary.

Section VII. Community Outreach Officer

The Community Outreach Officer is responsible for ensuring the success of all service activities involving the Sorority. To this end, she must:

- a) make sure that each active member organizes or co-organizes 4 projects during each semester of active membership; and
- b) take as active a role as necessary in the following tasks: selecting projects, recruiting service project committees, encouraging participation, advertising, and organizing before on the day of the event, and collecting service project reports from individual Service Project Chairs and submitting them promptly to the National Board.

Section VIII. Public Relations Chair

The Public Relations Chair works to foster healthy social relationships between members, which facilitate teamwork, camaraderie, and a sense of common purpose. She is responsible for:

- a) organizing fellowship activities at least twice per quarter;
- b) coordinating communications with media on and off campus; and
- c) coordinating and ensuring good relations with other student groups.

Article VI. Officer Resignation, Impeachment, and Replacement

Section I. Officer Resignation

An officer of the Executive Board may resign at any time, preferably giving the Board at least two weeks' notice to organize an election for replacement.

Section II. Officer Impeachment

Any officer may be impeached from her position if she fails to perform the duties of her office or otherwise fail to meet the expectations of the Executive Board. Impeachment requires $\frac{3}{4}$ majority vote of Sorority members.

Section III. Officer Replacement

If an officer has resigned or been impeached, his/her position will be filled in the following manner:

- a) Nominations will be open to anyone interested in the position, including individuals who are already serving on the Executive Board;
- b) These nominations will be due at the General Meeting immediately following the announcement of resignation or vote in favor of impeachment, provided there is at least forty-eight (48) hours notice. At this meeting, nominees will have the opportunity to accept or decline their nominations; and
- c) Elections will take place at the following General Meeting, in accordance to the guidelines set forth in these bylaws.

Article VII. Elections

Section I. Nominations

- a) All elections will occur the 2nd week in April;
- b) Nominations for President shall be open to any member of the Sorority, exclusive of new Sorority members;
- c) Nominations for all other positions shall be open to any member of Sigma Lambda Upsilon; and
- d) Nominations must be submitted to the President in writing or email no later than ten (10) days before the election.

Section II. Voting

- a) Offices will be filled in the following order: President, Vice-President, Secretary, Treasurer, Dean of Intake, Dean of Academics, Public Relations Officer and Community Outreach Officer;
- b) Each candidate will be asked to submit a short written statement to be generally distributed during the week before elections;

- c) Each candidate shall be given three (3) minutes to speak and take questions from members;
- d) If a candidate has already spoken for another position, she will be limited to one and a half (1.5) minutes to speak directly about the position which is being voted upon and to take further questions;
- e) All members shall be allowed to cast a ballot for each position; and
- f) All ballots will be cast secretly, to be counted by the official running the election for a given office.

Section III. Results

- a) The President will run elections for all offices except those for which she is running;
- b) If the President is running for an office, the highest-ranking graduating senior will run the election for that office;.
- c) If there are three or more candidates running for a given office, the winner must garner a majority of the votes of the people present at the election; and
- d) If in such an election, no candidate is able to garner a majority, a run-off will be held.

Article VIII. Finance

Annually by February 15th and September 15th, the Alpha Eta Chapter must submit to the National Board a roster of active members, together with the annual active membership dues as specified at Convention per active member. In order for the Chapter to remain active and in good standing, it must meet the requirements by yearly paying all dues.

Article IX. Hazing

There will be no hazing or informal initiation in connection with the functions of this Chapter. Any mistreatment of new members, current members or other persons at any time shall be considered a violation of the purposes of this Chapter and of the Sorority.

Article X. Amending the Bylaws

In order to amend these bylaws, a two-thirds (67%) vote is needed, provided that a quorum of at least half (51%) of the combined Active Membership is present.

Article XI. Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service

that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.

Article XII. Compliance Clause

This organization shall comply with all Indiana University regulations, and local, state, and federal laws.

These clauses **MUST** appear exactly as written in **EVERY** student organization constitution.

Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state, and federal laws.

Anti-Hazing Policy: Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for profit companies if acting as a representative of a student organization.

